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Hispanic Access to Service Demonstration Projects; Announcement of Availability of Grant Funds

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

Office of Human Development Services

[Program Announcement No. 13000-801]

Hispanic Access to Service Demonstration Projects; Availability of Grant Funds

AGENCY: Office of Human Development Services, HEW.

SUBJECT: Announcement of availability of grant funds for the HDS Hispanic access to service demonstration program.

SUMMARY: The Office of Human Development Services (HDS), Office of Planning, Research and Evaluation, Administration on Aging and the Rehabilitation Services Administration, announce that applications are being accepted for grants under Sections 1110 of Title XI and 426 of Title IV of the Social Security Act, as amended, Section 451 of the Older Americans Act of 1965, as amended, and Section 311 of the Rehabilitation Amendments of 1978, for the Hispanic Access to Service Demonstration Program.

DATES: Closing dates for receipt of applications are: Preapplication: June 6, 1980. Application: August 19, 1980.

Program Purpose

There is a large number of OHDS programs through which Hispanics—as members of the population at large—can receive services and benefits. Total expenditures for this program activity are estimated to be six billion dollars annually in Federal funds plus one billion dollars in non-Federal funds. This includes programs funded by the Administration on Aging (AoA), Rehabilitation Services Administration (RSA), Administration for Public Services (APS), and the Administration on Children, Youth and Families (ACYF).

In some regions, these programs are often underutilized by Hispanics, whose percentage of the participant population is significantly lower than their percentage of the population as a whole and of the potential client group.

An assessment of Hispanic participation in human services funded by OHDS was recently conducted in the eight states where 82% of the country's Hispanic population resides. The preliminary results of this assessment indicate that in some regions Hispanics tend to experience significant difficulty in gaining access to human services. This difficulty is manifested in program participation rates which are often below the proportion of Hispanics in the population that is eligible for services. In regional areas where the number of Hispanics participating in programs is low, a common experience is one of limited access, delays, reduced services and benefits, increased transportation burden, and loss of confidentiality generated by the need for third-party interpreters. These problems are often the result of factors such as: Lack of awareness by Hispanics of available services; poor physical/geographic accessibility; difficulty of providing information about services and benefits in Spanish; scarcity of program personnel to deliver services in the language of the client; lack of qualified interpreters; cultural traits which impede effective participation.

Based on an increased awareness of these problems, some States have made significant improvements with respect to the low rates of participation by Hispanics. Specific efforts include: increased access to services, provision of information about services and benefits in Spanish as well as English, hiring Hispanic professionals and paraprofessionals, etc. As a result of increased awareness of this problem area, HEW has begun an Initiative to improve the access of Hispanics to its programs and to assure their full participation in the array of projects, services and benefits to which they are entitled. These demonstration grants are designed to address the issue of access by Hispanics to Office of Human Development Services (OHDS) programs at the local level. For the purpose of this grant program, "local" is defined as a town, city, metropolitan area, county, group of counties or any similar geographic aggregate. It should be noted that a State agency may be an eligible applicant, but proposed projects must be limited to a local area. The grants will provide funding to aid in testing approaches to increasing access by Hispanics to existing services by providing staff recruitment, information and referral training, and contracting activities in support of existing programs serving the elderly, the developmentally disabled, children, youth, families, and those in need of social or rehabilitation services.

Program Goals and Objectives

The goal of the demonstration program is to demonstrate the feasibility of providing Hispanics greater access to HDS programs at the local level in states with large concentrations of Hispanic population (Arizona, California, Colorado, Florida, Illinois, New Jersey, New Mexico, New York, and Texas). The basic assumptions of these demonstrations are that: (1) Access by Hispanics to HDS programs can be increased by efforts to bridge the gap between service providers and potential Hispanic clients; (2) There is a close relationship between the proportion of Hispanics on a service provider's staff and the degree of access and range of services received by Hispanics; (3) Active and positive interaction between service providers and organized groups in the Hispanic community is essential to improving access. Thus, the following program objectives have been set:

1. To explore ways to increase *participation* by Hispanics in HDS programs developing practical approaches to increase the number of Hispanic recipients, staff and contracted service providers.

2. To assess the effects of improved access and participation on *utilization* of services by Hispanics. In particular, to test the effect of several demonstration activities on the range and variety of services received by Hispanic participants.

3. To foster *cooperation* between service providers and the Hispanic community. This should result in an enhanced awareness of the Hispanic community by service providers as well as an increase in the capacity of the Hispanic community to negotiate with service providers.

To implement these objectives, OHDS is soliciting proposals from existing human service providers in eligible states for a limited amount of funding (in the range of $50,000–$200,000 per project each year) to aid in testing alternative ways of improving access by Hispanics to HDS funded programs. This will be done through the provision of recruitment, training, information and referral, grants and contracting, and other planning and management activities in support of existing HDS programs, as described below. In selecting a demonstration concept, an applicant is not limited solely to these concepts. OHDS may consider any concept which appears feasible. An applicant which proposes a project not covered by a component within these models, should include justification for the choice of concept in the pre-application.

1. *Employment/Recruitment Activities.* An activity or group of activities aimed at increasing the number of Hispanics, especially women, holding permanent managerial, professional or paraprofessional positions within a service provider's staff. Recruitment of clerical personnel is expressly excluded from this concept.

2. *Information and Referral Activities.* Efforts designed to directly increase the number of Hispanic participants in HDS programs. This may include activities such as satellite intake centers, multi-program intake centers, intensive use of Hispanic media, development of culturally relevant information and materials, etc.

3. *Training Activities.* Efforts designed to increase the employability and promotion potential of Hispanics, especially women, as professionals, managers and paraprofessionals in the human services field. This may include career preparation and other training programs or activities designed to increase the successful participation of Hispanics in such programs.

4. *Economic and Resource Development Activities.* Activities designed to increase the number of Hispanic organizations and/or persons receiving grants and contracts from Federal, State, and local government agencies. This includes technical assistance in proposal development and grant acquisition techniques to Hispanic organizations, monitoring of grant and contract opportunities, and advocacy negotiating activities.

Conditions for Funding

1. Applicants must provide or fund services in a State that meets the following requirements:

—The Hispanic population must be at least 250,000 persons.

—Hispanics must comprise at least 4% of the total population.

Based on the "Demographic, Social, and Economic Profiles of States", 1976, published by the Bureau of the Census, the following States meet these requirements:

Arizona	New Jersey
California	New Mexico
Colorado	New York
Florida	Texas
Illinois	

2. Applications must propose to address the needs of Hispanics who are elderly (60 years or older) or severely disabled (those that have a disability which poses a substantial handicap to employment), and Hispanics in one or more of the following target populations:

(a) Developmentally disabled.

(b) Headstart eligibles and other children from low-income families.

(c) Children in need of services, foster care or adoption.

(d) Runaway youth.

(e) Families in need of services.

(f) Title XX recipients.

(g) WIN program participants.

3. Applications *must* include the active participation of at least one established Hispanic organization in the project.

4. Applicants *must* be current providers of one or more of the following services:

(a) Vocational Rehabilitation.

(b) Elderly Services.

(c) Developmental Disabilities.

(d) Headstart.

(e) Child Welfare.

(f) Foster Care and Adoption.

(g) Runaway Youth Services.

(h) Family Services.

(i) Title XX of the Social Security Act.

(j) WIN Programs.

Applications that do not meet these conditions will be returned to the applicants without further consideration.

Eligible Applicants

Eligible applicants for this program are:

1. A State, area or local public or nonprofit agency which provides services with OHDS funds.

2. A nonprofit public purpose or private organization—such as a community multi-service agency, a unit or combination of units of general purpose governments, or a community development organization—presently providing human services funded by sources other than OHDS.

Available Funds

The Office of Human Development Services expects to award $2.4 million over the next three years for new and continuation grants for this demonstrtion program. It is anticipated that $800,000 will be available for new grants during the fourth quarter of fiscal year 1980.

A new grant is the initial grant made in support of a project for this program. It is awarded on the basis of successful competition against other applicants.

It is expected that up to eight grants will be awarded pursuant to this announcement. The range of grant awards is expected to be between $50,000 and $200,000 for each project, with the average award expected to be $100,000. Projects will be supported for periods of one to three years. The initial grant sustains the Federal share of the budget for the first year of the project. Support for any additional time remaining in the project period depends on funds availability, and the grantee's satisfactory performance of the project for which the grant was awarded.

Grantee Share of the Project

Grantees must provide at least five (5) percent of the total cost of a Hispanic Access to Service Demonstration Program grant. The non-Federal share of expenses may be through either grantee-incurred costs or through in-kind contributions from third parties as prescribed by subparts G and Q of 45 CFR Part 74.

The Application Process

1. *Availability of Forms.* Project guidelines and pre-application forms are available to eligible applicants from: Miguel Torrado, Division of Special Projects, Office of Planning, Research and Evaluation, Office of Human Development Services, Room 3267, HEW North Building, 330 Independence Avenue, SW., Washington, DC 20201, Telephone (202) 472-7230. All written requests should contain a self-addressed mailing label to facilitate prompt response.

2. *Application Process.* The *project guidelines* are the basis upon which eligible applicants will develop *pre-applications* to apply for a demonstration grant. Up to 16 eligible applicants will be selected by OHDS/Central Office (CO) as potential grantees based on the *selection criteria* for the pre-applications. Potential grantees will receive project applications and instructions, technical assistance on project development, and will then submit competitive *project applications.* Up to eight grants will be awarded by OHDS/CO, based on the *selection criteria* for project applications. The application process is as follows:

Pre-application Process. a. Each applicant shall submit a pre-application based on OMB Form 424, and supplemental instructions. An original and two copies shall be submitted to OHDS.

b. Comments will be requested by the ASHDS from each Regional Administrator who, with the cooperation of Regional Program Directors, as appropriate, shall review the submitted pre-applications and recommend not more than five to OHDS/CO as potential grantees for each eligible State in the region.

c. The HDS Central Office shall review the pre-applications recommended by the RA's and select up to 16 potential grantees.

d. The HDS Central Office shall notify potential grantees of selection or non-selection.

Application Process. a. The HDS Central Office shall provide project application forms to the 16 potential grantees.

b. The HDS Central Office, through a technical assistance contractor, shall provide assistance to potential grantees on project development and application submission.

c. Each applicant shall then develop a project application using the OHDS application forms and instructions.

d. Each applicant shall submit an original and two copies of the completed application to OHDS. However, separate proposal (and budget) applications shall be submitted for funding project components related to the elderly and/or severely disabled. The Administration on Aging (AoA) and the Rehabilitation Services Administration (RSA) will directly manage and monitor their respective project components. Assistance in preparing these separate applications will be provided by the TA contractor.

e. OHDS shall review project applications and recommend selection of eight grantees to the ASHDS, and to the Commissioners of AoA and RSA, as appropriate.

f. The ASHDS, and the Commissioners of AoA and RSA, as appropriate, shall make up to eight demonstration awards.

g. OHDS will notify all applicants of selection/non-selection.

3. Application Consideration. The Assistant Secretary for Human Development Services and the Commissioners, as appropriate, determine the final action to be taken with respect to each grant application for this program. Applications which are complete and conform to the requirements of this program announcement are subjected to a competitive review and evaluation by qualified persons independent of the Office of Human Development Services.

The results of the review assist the Assistant Secretary for Human Development Services, and the Commissioners of AoA and RSA in considering competing applications. The Assistant Secretary's and Commissioners' consideration also take into account comments of the HDS Regional Offices, and the program specialists. Comments may also be requested form appropriate specialists and consultants inside and outside the Federal Government.

After the Assistant Secretary and the Commissioner, as appropriate, have reached a decision to disapprove a competing grant application, unsucessful applicants are notified in writing of this decision. Successful applicants are notified through the issuance of a Notice of Grant Awarded which sets forth the amount of funds granted, the terms and conditions of the grant, the budget period for which support is given, the total grantee share expected, and the total period for which project support is contemplated.

Criteria for Review and Evaluation of Preapplication and Applications

Competing pre-applications will be reviewed and evaluated against the following criteria:

1. Clear evidence, such as letters of agreement, of commitment of *at least* two providers of HDS services to participate in the demonstration project. (15 points)

2. Clear evidence of the active participation of established Hispanic organizations in the project. (20 points)

3. Number and proportion of Hispanics in the population of the geographic area to be served by the project. (20 points)

4. The feasibility of achieving expected results given the proposed project design. (30 points)

5. Appropriateness of estimated total project expenditures. (15 points)

Competing grant applications will be reviewed and evaluated against the following criteria:

1. The proposed project is directly relevant to the overall goal and objective of the Hispanic access to service demonstration, i.e., the proposal explicity addresses the development of practical approaches to employment, training, grants and contracts, and information and referral processes at the local level. (30 points)

2. The project proposal clearly describes the needs assessment process and the planned approach to project implementation including needs analysis, project objectives, project elements, monitoring and administrative capacity, and expertise in planning and delivering human services to Hispanics. (25 points)

3. All sections in the proposal related to each other in a logical and consistent manner. (10 points)

4. The budget is given in detail with justifications and explanations. Project costs are reasonable. (10 points)

5. The proposal reflects a practical approach to enhancing cooperation between governmental units funding or providing services and Hispanic groups, including the use of other sources of funding. (25 points)

Closing Date for Receipt of Applications

The closing dates for receipts of applications for projects described in this program announcement are: Pre-applications: June 6, 1980. Final application: August 19, 1980.

1. Mail Application.

a. A pre-application sent by mail will be considered to be received on time if:

i. The pre-application was sent by registered or certified mail not later than June 6, 1980, as evidenced by the U.S. Postal Service Postmark, or on the original receipt from the U.S. Postal Service; and

ii. The pre-application is received on or before the closing date at: Receiving Office, Division of Grants and Contracts Management, Office of Human Development Services, HEW, 200 Independence Avenue, SW, Room 345–F, Hubert Humphrey Building, Attention 13000–801, Washington, DC 20201.

b. A completed application sent by mail will be considered to be received on time if the application was sent by registered or certified mail not later than August 19, 1980, as evidenced by the U.S. Postal Service Postmark, or on the original receipt from the U.S. Postal Service, unless received too late to be reviewed by the independent review panel.

2. Hand Delivered Applications.

A pre-application or final application to be hand delivered may be taken to: Receiving Office, Division of Grants and Contracts Management, Office of Human Development Services, HEW, 200 Independence Avenue, SW, Room 345–F, Hubert Humphrey Building, Attention 13000–801, Washington, DC 20201. (Hand delivered pre-applications or completed applications will be accepted during normal working hours. Pre-applications and completed applications will be accepted no later than 5 p.m. on the closing date.)

Dated: April 16, 1980.

Rose Crellin,

Acting Director, Office of Planning, Research and Evaluation.

Dated: April 17, 1980.

Kathryn Morrison,

Acting Commissioner on Aging.

Dated: April 18, 1980.

Robert R. Humphreys,

Commissioner for Rehabilitation Services.

Approved: April 18, 1980.

Manuel Carballo,

Acting Assistant Secretary for Human Development Services.

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